

EMIS Change 24-23

This change deletes the Student Transportation (FP) Record and corresponding EMIS Manual Section 2.21. For the past several years, community schools that transport students have been reporting FP Record. This reporting was necessary for funding purposes. However, this funding is now based on data in the School Foundation Payment System (SFPS). This change was confirmed too late to delete the record for FY23. This change deletes the FP Record in FY24.

1.2 GENERAL DATA CHARACTERISTICS

EMIS IDENTIFYING FIELDS

EMIS Identifying Fields by Record

Table 1. Student Records

Manual	Record Name	Record	Required Fields	Number
2.21	Student Transportation Record	FP	EMIS Student ID	FP060

2.1 STUDENT RECORDS OVERVIEW

REPORTING RESPONSIBILITY

Community Schools

Community schools are responsible for reporting the applicable student-level records for students enrolled. These records include the following:

- Student Course (GN)
- Student Demographic (GI)
- Student Standing (FS)
- Student Attributes – Effective Date (FD)
- Student Attributes – No Date (FN)
- Student Discipline (GD)
- Student Gifted Education (GG)
- Student Assessment (Kindergarten Readiness Assessment, Ohio English Language Proficiency Assessment (OELPA), etc.)
- Student Program (GQ)
- Student Special Education (GE)
- Student Contact (FF)
- Student Contact Address (FG)
- ~~Student Transportation (FP)~~
- Exiting Student Follow-Up (FW)

STUDENT-LEVEL RECORDS

Several records are submitted to the Department from ITCs that contain student data. Below is a list of each record and its record indicator as they are submitted from the ITCs to the Department. Data elements on each record are defined in the following sections of the student records.

Record Indicator	Record Name
GI	Student Demographic Record
GJ	Student Demographic – Race Detail Record
FS	Student Standing Record
FD	Student Attributes – Effective Date Record
FN	Student Attributes – No Date Record
FB	Student Acceleration Record
FA	Student Assessment Record
GQ	Student Program Record
GG	Student Gifted Education Record
GD	Student Discipline Record
GE	Student Special Education Record
FE	Student Special Education Graduation Requirement Record
GC	Student Graduate Core Summary Record
FC	Student Missing Override Record
FL	Student Summer Withdrawal Record
FF	Student Contact Record
FG	Student Contact Address Record
FP	Student Transportation Record
FT	Student Truancy and Excessive Absence Record
FW	Exiting Student Follow-Up Record

2.21 STUDENT TRANSPORTATION (FP) RECORD

[As part of EMIS change 24-23, the Student Transportation \(FP\) Record will no longer be reported to or collected by EMIS.](#)

REVISION HISTORY

~~The revision history sections of the EMIS Manual provide a means for readers to easily navigate to the places where updates have occurred. Significant changes and updates are indicated through underlined blue text for additions and red text with strikethroughs for deletions. Minor changes — such as typos, formatting, and grammar corrections or updates — are not marked.~~

Version	Date	Effective	Change #	Description
2.6	7/1/22	FY23	NA	Posted for FY23.
2.5	7/1/21	FY22	NA	Posted for FY22.
2.4	7/1/20	FY21	NA	Posted for FY21.
2.3	6/30/20	FY20	NA	Posted for FY20.
2.2	7/5/18	FY19	NA	Posted for FY19.
2.1	12/28/17	FY18		No FY18 changes.
2.0	7/13/17	FY17	NA	No FY17 changes.
1.1	2/22/16	FY16		Added Coming Changes section.

COMING CHANGES

~~The EMIS Manual is a living document, and each fiscal year's version is updated throughout the school year. For information regarding specific known changes that may impact the elements in this section, see the appropriate EMIS Changes webpage.~~

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~~2.21 STUDENT TRANSPORTATION (FP) RECORD~~

~~Required Collection Requests~~

The Student Transportation (FP) Record is to be collected for the SOES Beginning and the SOES End of Year Student (S) Collections from the entities that transport students.

~~General Guidelines~~

A Student Transportation (FP) Record is transportation data at the student level that includes a flag indicating whether or not the student is transported, the distance the student is transported, and the days that the student is transported by the community/STEM school. This information is to be reported based on the first full week of October.

~~☀ Day Transported~~

~~Monday Transported~~

Record Field Number	FP080
Definition	Indicator if student was or was not transported on the Monday of the first full week in October.

~~Tuesday Transported~~

Record Field Number	FP090
Definition	Indicator if student was or was not transported on the Tuesday of the first full week in October.

~~Wednesday Transported~~

Record Field Number	FP100
Definition	Indicator if student was or was not transported on the Wednesday of the first full week in October.

~~Thursday Transported~~

Record Field Number	FP110
Definition	Indicator if student was or was not transported on the Thursday of the first full week in October.

~~Friday Transported~~

Record Field Number	FP120
Definition	Indicator if student was or was not transported on the Friday of the first full week in October.

~~Valid Options~~

~~Y — Yes, student was transported this day.~~

~~N — No, student was not transported this day.~~

 ***Distance Transported***

Record Field Number	FP070
Definition	The distance that the student was transported from residence to school building.

Valid Options

- ~~—~~ ** Student not transported
- ~~—~~ L1 Less than 1 mile
- ~~—~~ M1 More than 1 mile but less than 1.5 miles
- ~~—~~ L2 Between 1.5 and 2 miles, inclusive
- ~~—~~ M2 More than 2 miles

 ***EMIS Student ID Number***

Record Field Number	FP060
Definition	The locally determined EMIS student ID.

Valid Options

Nine digit ID used by the school district

Reporting Instructions. The EMIS ID is the district determined number that is used by districts for student tracking. This number uniquely identifies each student within the district. The school district is responsible for assigning this number. The EMIS Student ID Number is for local use only and is not submitted to the Department.

Districts should not eliminate this number from their systems with the implementation of the SSID. The SSID is used for EMIS reporting purposes.

Defining a Unique Record

Each EMIS record has specific fields that must be unique on each row of data reported to the Department. For the Student Transportation (FP) Record, each combination of values in the following fields must be unique:

Required Fields	Number
EMIS Student ID	FP060

2.21 ~~STUDENT TRANSPORTATION (FP) RECORD FILE LAYOUT~~

Number	Position	Name	PIC/Size
	1-8	Filler	PIC 9(8)
FP010	9-10	Sort Type	PIC X(2)
		Always "FP"	-
	11	Filler	PIC X
FP020	12-15	Fiscal Year, e.g., 2020 (CCYY)	PIC X(4)
FP030	16	Data Set	PIC X
		S—Student	
FP050	17-22	District IRN	PIC X(6)
FP060	23-31	EMIS Student ID Number	PIC X(9)
FP070	32-33	Distance Transported Code	PIC X(2)
FP080	34	Monday Transported	PIC X
FP090	35	Tuesday Transported	PIC X
FP100	36	Wednesday Transported	PIC X
FP110	37	Thursday Transported	PIC X
FP120	38	Friday Transported	PIC X